

Title: Changes to Laboratory Smoking Policy

Application:

This instruction provides additional direction on smoking restrictions at Los Alamos National Laboratory facilities, in order to bring Laboratory practice into conformance with University of California policy. All Laboratory policies, procedures, directives, guidelines, standards, or other instructions regarding smoking are hereby superseded by this instruction. This instruction is in effect immediately, and will remain in effect until superseded by a revised smoking policy planned to be issued in 2004.

Background:

The University of California has asked that our smoking policies be consistent with a new California state law. In a letter dated December 3, 2003, the University of California President asked Laboratory Directors to augment laboratory non-smoking policies and guidelines to comply with a recent California law. Effective January 1, 2004, the new California law extends the no-smoking zone from 5 feet to 20 feet from entrances and exits of University-occupied buildings, and prohibits smoking within 20 feet of an operable window of these buildings.

In 1988 the University asked each locale to develop smoking policies to ensure a safe and healthful environment for members of the University community. On January 1, 1994, new California laws regarding non-smoking provisions went into effect with implications for University owned, occupied, or leased buildings. The current Laboratory policy AM 626, Smoking, was issued July 28, 1993.

The Laboratory will review its institutional policy on smoking, and revise it as needed to comport with University of California policies, state law, health and safety considerations, and federal requirements. In particular, the Laboratory will look into the feasibility of smoking restrictions in the vicinity of leased space occupied by University of California employees. The Laboratory will also review the need for smoking restrictions in forested areas. In the interim, this instruction is issued to address the University President's letter of December 3, 2003.

Instruction:

As a matter of policy, to meet the spirit of the University of California request to augment existing non-smoking policies and guidelines, I am instructing that smoking is prohibited inside buildings located at Los Alamos National Laboratory, and within 20 feet of the entrances and operable windows of buildings located at Los Alamos National Laboratory. At leased facilities located off of the Laboratory site, such as leased office space in the Los Alamos townsite, compliance with this

instruction is required to the extent possible. Facility managers are instructed to re-designate non-smoking areas and relocate smoking stations in accordance with this instruction. In addition, employees are reminded that smoking is prohibited in General Services Administration fleet vehicles.

Contact: The Policy Office, A100, 667-5101

Reviewed by the Policy Office Name M. Diana Webb	Signature Original signature on file	Date
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Issued by the Director George P. Nanos	Signature Original signature on file	Date
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This instruction will remain in effect until this information is included in the relevant implementing document or otherwise rescinded.